



Loudoun County, Virginia

Department of Management and Financial Services
Division of Procurement
P.O. Box 7000, Leesburg, Virginia 20177-7000
www.loudoun.gov/purchasing

January 28, 2008

NOTICE TO BIDDERS

ADDENDUM NO. 1

QQ-01385

The following changes and/or additions shall be made to the original Invitation for Bid No. QQ-01385, Off The Lot Used Cars. Please acknowledge receipt of this addendum by signing and returning with your proposal.

1. Section 6.9.D shall be removed from the requirements.

2. Section 6.5 shall be replaced with the following:

Time is of the essence. Should the Primary Contractor fail to deliver the proper item(s) at the time and place(s) specified, or within a reasonable period of time thereafter as determined by the Purchasing Agent, the County will then ask the secondary contractor for the same vehicle. The Primary contractor will not be held responsible for the difference in price between the two contractors.

3. Section 6.33 shall be added.

Loudoun County requires the successful contractor provide all paperwork on hybrid vehicles necessary for the County to be able to apply for Tax Incentives.

4. Answers to Questions asked during the Pre-bid conference on 1/24/2008

Q. How will contracts be awarded?

A. Contracts will be awarded to a primary and secondary contractor per each vehicle category.

Q. How will the process work when awarded the contract?

A. Loudoun County will contact the primary contractor with the specifications of the vehicle it requires. The primary contractor will have to respond to the County whether or not they have the vehicle.

The County will either come to inspect the vehicle or require having pictures forwarded to it. Then a decision will be made to accept or reject the vehicle. The County will also require a CARFAX Report to be provided on the vehicle being offered.

Q. If the County requires a vehicle with a V-6, will they accept a V-8 engine?

A. No

Prepared By: Philip Butterfass /s/
Contracting Officer

Date: January 28, 2008

Acknowledged By: _____ Date: _____